## LCTV ENDOWMENT FUND BOARD THURSDAY, DECEMBER 11, 2014 7:00 P.M.

Sharon Ellison

### 1. CALL TO ORDER; ROLL CALL

Present:

The meeting was called to	order at 7:00 p.m.	by Deputy Cit	y Clerk Susan Ullery.
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City of Lowell Dennis Kent Lowell Charter Township Bill Thompson Sue Simmonds Tim Wittenbach Vergennes Township Absent: Patty Sellner and Barb Zandstra (City of Lowell) Also Present: Susan Ullery and Mark Howe. 2. ELECTION OF OFFICERS Chairperson IT WAS MOVED BY ELLISON and seconded by THOMPSON to nominate Dennis Kent as Chairman. IT WAS MOVED BY SIMMONDS and seconded by KENT to nominate Bill Thompson as Chairman. Thompson declined the nomination. YES: 5. NO: 0. ABSENT: MOTION CARRIED. 2. The meeting was turned over to Chairman Kent.

# b. Vice Chair

IT WAS MOVED BY SIMMONDS and seconded by WITTENBACH to nominate Bill Thompson as Vice Chair.

5. YES: NO: 0. ABSENT: 2. MOTION CARRIED.

### C. Recording Secretary

IT WAS MOVEB BY THOMPSON and seconded by SIMMONDS to nominate Barb Zandstra as recording secretary.

YES: 5. NO: 0. ABSENT: 2. MOTION CARRIED.

#### 3. PUBLIC COMMENTS

No comments were received.

# APPROVAL OF THE AGENDA

	IT WAS MOVED BY ELLISON and seconded by THOMPSON to approve the agenda as modified.								
	YES:	5.	NO:	0.	ABSEN'	Γ:	2.	MOTION CARRIED.	
4.	. APPROVAL OF THE MINUTES								
	IT WAS MOVED BY ELLISON and seconded by KENT to approve the minutes of the March 5 and November 18, 2014 meetings as corrected.								
	YES:	5.	NO:	0.	ABSEN'	Γ:	2.	MOTION CARRIED.	
5.	NEW BU	SINES	S						
	<ul> <li>a. Progress Reports. The Board reviewed the progress reports from the 2014 grants. Boardmember Simmonds requested the progress be delivered the members prior to the meeting. The board questioned the progress report regarding Creekside/Stoney Lake restroom repairs. City Manager Howe explained the contractor failed to do the repairs. New bids will be sought in order for these repairs to be done in the spring. The board questioned if there were additional invoices for the street reconstruction of Bowes Road. They also questioned the report on the Urban Forest Initiative and asked why invoices were not included. Howe noted the contractor has yet to bill the City. The Kent County Youth Fair progress report was reviewed. It was noted a cart was purchased and the remaining grant amount was put aside for the purchase of a cart in 2015. Howe asked if the board thought it was appropriate for an organization to carry over funds that were not used. Boardmember Thompson believed this was allowable considering they did not receive the entire grant amount requested. Boardmember Wittenbach was happy the Lowell Area Schools received the entire grant request for the low power FM Radio Station.</li> <li>b. Review Process. Discussion was held regarding how the LCTV Endowment Board could improve the review process.</li> <li>IT WAS MOVED BY KENT and seconded by SIMMONDS to request the Lowell City Council notify the LCTV Endowment Board by September 1st of each year regarding their intention of following the normal grant process. The LCTV Endowment Board should also be invited to any discussion the City Council has regarding the LCTV Fund.</li> </ul>								
	YES:		5. N	NO:	0.	ABSENT:	2.	MOTION CARRIED.	
		lmember this fund		stated he ap	preciates th	ne City Coun	cil allowir	ng the townships to request grant	S
6.	<b>BOA</b>	RDMEN	MBER CO	MMENTS.					
	City N	Manager I than jus	Howe expla st city reside	ined much of ents. Howe i	f the money noted the C	will be used ity is workin	toward s g with G	ill be used for the upcoming year treets that tend to serve the public rand Valley Metro Council and a to the LCTV Endowment Board.	c
Th	e next meet	ing was s	scheduled fo	or December	3, 2015 at 7	:00 p.m.			
ΙΤ	WAS MOV	ED BY	THOMPSO	ON to adjour	n at 8:16 p.n	n.			
De Ch	nnis J. Ken air	t				Barb Zandstr Recording Se			